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From: Sandoval, Angela
Sent: Wed 8/23/2017 8:52:53 PM
Subject: Leviathan Meeting Follow Up
[Superfund FINAL LeanOV76.pdf](#)
[Leviathan Lean Scoping Meeting Agenda Sign in Sheet August 23 2017.pdf](#)

All,

Thank you for the productive meeting today, I look forward to working with you all on this project. As a follow up, please find the attached meeting sign in sheet and a copy of the slide presentation, as requested.

Please send me the names of your project Champions (usually the highest level of management involved) and Sponsors (usually the next level down). The Champions and Sponsors should be the decision makers who have to the authority to provide staff and resources to the project. Additionally, once you have suggestions for your team members, if could you please send me their names, titles and contact info, that would be much appreciated (usually all team members are under the umbrella of the Champion).

Once I am finished with the first draft of the Project Charter, I will forward for review and comment.

Sincerely,

Angela Hendrichsen Sandoval, PE, PMP

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